

GOVERNMENT OF ANDHRA PRADESH  
ABSTRACT

RURAL DEVELOPMENT – Implementation of Rural Development Programmes – Reconstitution of Vigilance and Monitoring committees for State and District Level – Guidelines and Instructions – Orders – Issued.

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PANCHAYAT RAJ AND RURAL DEVELOPMENT (RD.IV) DEPARTMENT

G.O.Ms.No. 10.

Dated: 08-01-2010

Read the following:-

- 1) G.O.Ms.No.249 of PR & RD (RD.III) Department dated: 07.08.2003.
- 2) Lr.No. Q-13018/6/2009-A.I.V&MC (RD), dated 26.08.2009 of Ministry of RD, Dept. of RD, Krishi Bhavan, New Delhi.

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**ORDER:**

Government vide reference 1<sup>st</sup> cited issued orders constituting the State/District Level Vigilance and Monitoring Committee for supervising exercising Vigilance and Monitoring the implementation of the RD programmes.

2. Government of India vide reference 2<sup>nd</sup> cited informed that with the constitution of the XV Lok Sabha, the State and District Vigilance and Monitoring Committees constituted earlier were dissolved and requested to re-constitute their committees.

3. Based on the guidelines issued by Government of India, the Government of Andhra Pradesh hereby re-constitutes the State / District Level Vigilance and Monitoring Committee as under. The composition and terms of reference of these Committees are given below:

**A. State Level Vigilance & Monitoring Committee:**

**1. COMPOSITION:**

The composition of State Level Vigilance and Monitoring Committee would be as follows:

1. Chairman: Hon'ble Minister for Rural Development, Govt of AP
2. Member Secretary: Principal Secretary to Govt. RD Department.
3. Members: The other Members of the Committee shall be as under:
  1. Four M.Ps (Lok Sabha) to be nominated by the *Ministry of Rural Development, Govt. of India.*
  2. One M.P. (Rajya Sabha) representing the State of Andhra Pradesh to be nominated by the *Ministry of Rural Development, Govt. of India.*
  - Five MLAs nominated by the State Govt.**
  3. Smt Kavitha Maloth, Hon'ble MLA, Mahabubabad Constituency,
  4. Sri Venkata Sujay Krishna Ranga Rao, Hon'ble MLA, Bobbili Constituency,
  5. Sri Perni Venkataramaiah, Hon'ble MLA, Machilipatnam Constituency
  6. Sri Gottipati Ravikumar, Hon'ble MLA, Addanki Constituency.
  7. Smt Kamamma, P.M., Hon'ble MLA, Badvel Constituency.
  8. Principal Secretary to Govt , Planning
  9. Principal Secretary to Govt, Institutional Finance
  10. Principal Secretary to Govt, Housing

11. Chief Executive Officer, SERP
12. Commissioner, RD
13. Addl. Chief Executive Officer, SERP
14. Commissioner, Agriculture
15. Engineer-in-Chief, PR
16. Engineer-in-Chief, RWS
17. Project Director, CMRO Project, o/o. Chief Commissioner, Land Administration.
18. Managing Director, Housing Corporation
19. Managing Director, SC Corporation.
20. Managing Director, ST Corporation.
21. Managing Director, Women Finance Corporation
22. Director, EGS, o/o. The Commissioner, RD
23. Director, DWCR, o/o. The Commissioner, RD
24. One representative of KVAFSU to be nominated by the *Ministry of Rural Development, Govt of India*
25. Four Non-official members to be nominated by the *Ministry of Rural Development, Government of India.*
26. One representative each of two reputed NGOs/Voluntary Agencies to be nominated by the *Ministry of Rural Development, Govt of India.*
27. One representative (Area Officer of the respective State/UT) of Ministry of Rural Development.

## **2. TERMS OF REFERENCE OF THE STATE LEVEL COMMITTEE:**

- (i) The Vigilance and Monitoring Committee at State Level would supervise, exercise vigilance and monitor the implementation of all programmes of the Ministry of Rural Development of the Govt of India.
- (ii) The Committee would monitor the flow of funds at various channels including allocations, releases, utilization of unspent balances.
- (iii) The Committee should ensure that the schemes are implemented as per the guidelines issued by the Ministry of Rural Development and no addition or alteration is done.
- (iv) The Committee would look into complaints received by them, in respect of the mis-appropriation / diversion of funds of various programmes of the Ministry and recommend follow-up action.
- (v) The Committee would take all necessary measures to ensure the programme benefits flow to the rural poor in full measure.
- (vi) The Committee would consider all Evaluation Reports. Area Officers' Reports and such other Reports sent to them by the Ministry of Rural Development and would cause to take necessary follow up action and corrective measures wherever required.

## **B. District Level Vigilance and Monitoring Committees:**

### **1. COMPOSITION:**

The composition of the Committee would be as follows:

- I. Chairman: Member of Parliament (XVth Lok Sabha) elected for the Districts and nominated by the Ministry of Rural Development (As per Annexure-A as communicated by Ministry of Rural Development).
- II. Member Secretary: The Member Secretary of the District Level Village & Monitoring Committee would be the District Collector.

III. **Members:** The other Members of the Committee shall be follows:-

- (i) All MPs (Lok Sabha) of the District to be designated as Co-Chairman.
- (ii) One Member of Parliament (Rajya Sabha) representing the State and exercising option to be associated with the District Level Committee of that District (on first come basis), to be designated as Co-Chairman.
- (iii) All members of the State Legislative Assembly belonging to the District.
- (iv) One representative of the State Govt./UT Administration.
- (v) Chairperson of the Zilla Parishad.
- (vi) All Chairpersons of Mandal Parishads.
- (vii) Chief Executive Officer of the Zilla Parishad.
- (viii) Project Director, DRDA.
- (ix) Project Director, DWMA.
- (x) One Member from a reputed NGO to be nominated by the Chairman in consultation with other Members of Parliament in the Committee.
- (xi) One Professional from the field of Social Work/Social Science to be nominated by the District Collector.
- (xii) One representative each of SC/ST and Women to be nominated by the Chairman in consultation with other Members of Parliament in the Committee.

## **2. OFFICIAL ASSISTANCE:**

District Level Officers of the Line Department (such as PR, RWS, Revenue, Housing, Irrigation, Forest, Agriculture) etc. executing the programmes of Rural Development and any other related Department will assist the Committee in the discharge of its functions.

## **3. TERMS OF REFERENCE:**

- (i) The primary responsibility is to effectively monitor the implementation of the schemes and programmes of the Ministry of Rural Development as also ensure that the funds are used for the purpose for which they are meant.
- (ii) This forum should effectively liaise and coordinate with the Ministry of Rural Development and State Government.
- (iii) The Committee shall ensure that all schemes are implemented as per the Guidelines.
- (iv) The Committee would keep track of the progress of the implementation processes to ensure that the agreed targets are met. The committee would undertake both Input monitoring (i.e. whether resources are being mobilized as planned) and Output Monitoring (i.e. whether services and projects are being delivered on schedule).
- (v) The Committee should look into complaints/alleged irregularities received in respect of the implementation of the programmes, including complaints of wrong selection of beneficiaries, misappropriation/diversion of funds and recommend follow-up actions. The Committee shall have the authority to summon and inspect any record for this purpose. The Committee may refer

any matter for enquiry to the DC/CEO/PD or suggest suitable action to be taken as per rules which shall be acted upon by him within 30 days. If such action is not initiated within this time, the relevant programme funds to which the direction pertains to, may be withheld.

- (vi) The Committee shall exercise preventive vigilance to ensure that irregularities, diversion and misappropriation of funds are avoided and the selection of beneficiaries is strictly in accordance with the Guidelines of the Programmes.
- (vii) The Member Secretary of the District Vigilance & Monitoring Committee shall have the information as indicated in formats at **Annexure-I to Annexure-I (J)** placed before the meeting.
- (viii) The Committee would monitor all the Schemes of the Ministry of Rural Development implemented in the District and, in particular:
  - (a) Closely watch the flow of funds at various channels including the funds allocated, funds released by both Centre and the State; utilization and unspent balances under each Scheme.
  - (b) Monitor the works under the different Schemes with special reference to the following:-
    - (1) **National Rural Employment Guarantee Act (NREGA):** Proper selection and execution of works, proper selection of beneficiaries, and proper and timely disbursement of wages and following of all the processes prescribed.
    - (2) **Swarnjayanti Gram Swarozgar Yojana (SGSY):** Proper selection of individual Swarozgaries and Self Help Groups, selection of activities, disbursement of subsidy, disbursement of credits, linkages with Financial Institutions and selection and execution of Special Project.
    - (3) **Indira Awaas Yojana (IAY):** Proper selection of beneficiaries, disbursement of financial assistance to the beneficiaries and progress of construction.
    - (4) **Pradhan Mantri Gram Sadak Yojana (PMGSY):** Selection, execution and quality of works, fund flow and utilization.
    - (5) **DRDA Administration:** Sufficiency of staff in the DRDA and proper utilization of funds allocated under the Scheme by the Central Government.
    - (6) **Integrated Watershed Management Programme (IWMP):** Selection of projects, selection of Project Implementing Agencies (PIA) and execution of projects.
    - (7) **National Land Records Modernization Programme (NLRMP):** Progress of work in the district.
    - (8) **Accelerated Rural Water Supply Programme (ARWSP):** Coverage of population, coverage of habitations, quality and availability of water.

(9) **Rural Sanitation Programme (RSP):** Progress of activities under the Total Sanitation Campaign, coverage and quality of work.

(10) **National Social Assistance Programme (NSAP):** Selection of beneficiaries and disbursement of pensions.

(ix) For action on any points pertaining to the State Government, the Committee shall forward their observation/recommendation to them. The Ministry of Rural Development shall be informed of any gross violation noticed.

4. Meetings of the Vigilance & Monitoring Committee at each level are to be held at least once every quarter, after giving sufficient notice to the Hon'ble MPs/MLAs and all other Members.

5. Member Secretary shall convene the meeting on the direction of the Chairman.

6. The District Administration may incur expenditure on holding the meeting of Vigilance & Monitoring Committees as per the norms applicable. The total expenditure should not, however, exceed Rs.50,000/- per meeting and the bills will be cleared by the DRDAs concerned by following applicable procedure.

7. TA/DA will be paid as per the norms applicable to the individuals from the DRDA administration head. A separate provision will be made for this and other expenditures on the meeting by the Ministry of Rural Development.

8. Details of the State Level Vigilance and Monitoring Committee meeting will be given in **Proforma-I**. All the District Collectors are requested to furnish the details of the District Level Vigilance and Monitoring Committee meetings conducted in **Proforma-II** on quarterly basis by 25<sup>th</sup> day of 1<sup>st</sup> month of every succeeding quarter.

9. The first meeting of the State/District Level Vigilance & Monitoring Committee in every financial year shall be held during the first quarter of the financial year i.e. between April to June, Additional meetings will be held during the course the year.

10. In case a regular meeting of the State/District Level Vigilance & Monitoring Committee cannot be held in the first quarter of the financial year for whatsoever reason, the Member Secretary shall fix a date, time and venue for a Special Meeting of the State/District Level Vigilance & Monitoring Committee at a convenient date during the month of July or August. Once the notice of the meeting for a special meeting is issued by the Member Secretary, it shall be held on the specified date, time and venue. All the Members, including the Chairperson and other Members of Parliament will obviously be intimated about convening of such a special meeting. If the Chairperson of the Committee is present at the start of the special meeting he/she shall preside over the same. In the absence of Chairperson, Co-Chairman present at the start of the special meeting shall preside over the meeting. In case Chairman/Co-Chairman is not present at the start of the meeting, members present shall decide, by consensus, one of them to be Chairman for the meeting.

11. All the Collectors and implementing agencies are requested to take necessary action to assist and to extend full cooperation to these Committees while discharging their functions. District Collectors are also requested to send the requisite information regarding conduct of District Level Committee meeting in the proforma-II enclosed. These orders come in to force with immediate effect.

**(BY ORDER IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)**

**R. SUBRAHMANYAM**  
**Secretary to Government (RD)**

To  
The Chairman, State & District Level Vigilance and Monitoring Committees.  
All the Members of the Vigilance and Monitoring Committees of State and Dist. level.  
The Chief Executive Officer, SERP, Hyderabad.  
The Commissioner, Rural Development, Hyderabad.  
All the Collectors in the State.  
All District Rural Development Agencies (DRDAs) in the State.  
All District Water Management Agencies (DWMAs) in the State  
All Departments in the Secretariat.  
Copy to:  
The Director, Monitoring, Ministry of RD, Govt. of India.  
Special Secretary to Hon'ble Chief Minister.  
Addl. PS to Hon'ble Minister (EG&SSI)/PS to Minister for PR & RD.  
P.S. to Prl. Secretary to Government (RD).  
P.S. to Additional Secretary to Government (RD).  
SF/SC.

**//FORWARDED BY ORDER//**

**SECTION OFFICER**

## ANNEXURE-`A`

### Members of Parliament (XVth Lok Sabha) Nominated as Chairman/Co-Chairman to the District Vigilance & Monitoring Committees

State/UT	District	Member of Parliament	Chairman/Co-Chairman
Andhra Pradesh	Adilabad		
	Anatapur	<b><i>Srhri Anantha Venkatrami Reddy</i></b>	<b><i>Chairman</i></b>
		Sri Kristappa Nimmala	Co-Chairman
	Chittoor	<b><i>Shri Sai Pratap Annayyagari</i></b>	<b><i>Chairman</i></b>
		Shri Niramalli Sivaprasad	Co-Chairman
		Dr. Chitamohan	Co-Chairman
	Kadapa	<b><i>Shri Sai Pratap Annayyagari</i></b>	<b><i>Chairman</i></b>
		Sri Y. S Jagan Mohan Reddy	Co-Chairman
	East Godavari	<b><i>Sri Pallam Mangapati Mallipudi</i></b>	<b><i>Chairman</i></b>
		Sri G.V. Harsha Kumar	Co-Chairman
		Sri V. Kishor Chandra S. Deo	Co-Chairman
		Sri Arun Kumar Vundavalli	Co-Chairman
	Guntur	<b><i>Smt. Panabaka Lakshmi</i></b>	<b><i>Chairman</i></b>
		Sri Samba Siva Rayapati Rao	Co-Chairman
		Sri Modugula Venugopala Reddy	Co-Chairman
	Hyderabad	<b><i>Sri Asaduddin Owaisi</i></b>	<b><i>Chairman</i></b>
	Karimnagar	<b><i>Sri Prabhakar Ponnamm</i></b>	<b><i>Chairman</i></b>
		Dr Gaddam Vivekanand	Co-Chairman
		Sri Madhu Goud Yashki	Co-Chairman
	Khammam	<b><i>Sri Nama Nageswara Rao</i></b>	<b><i>Chairman</i></b>
		Sri P .Balram	Co-Chairman
	Krishna	<b><i>Sri Rajagopal Lagadapati</i></b>	<b><i>Chairman</i></b>
		Sri Konakalla Narayana Rao	Co-Chairman
		Sri Kavuri Sambasiva Rao	Co-Chairman
	Kurnool	<b><i>Sri K Jayaprakash Reddy</i></b>	<b><i>Chairman</i></b>
		Shri S.P.Y.Reddy	Co-Chairman
	Mahabubnagar	<b><i>Dr. M.Jagannath</i></b>	<b><i>Chairman</i></b>
		Sri Kalwakuntla Chandra Sekhar Rao	Co-Chairman

**Members of Parliament (XVth Lok Sabha) Nominated as Chairman/Co-Chairman to the District Vigilance & Monitoring Committees**

State/UT	District	Member of Parliament	Chairman/Co-Chairman
	<b>Medak</b>	<b><i>Shri. M. Vijaya Santhi</i></b>	<b><i>Chairman</i></b>
		Sri Suresh Kumar Shetkar	Co-Chairman
	<b>Nalgonda</b>	<b><i>Sri Sukender Reddy Gutha</i></b>	<b><i>Chairman</i></b>
		Sri Komati Reddy Raj Gopal Reddy	Co-Chairman
	<b>Nellore</b>	<b><i>Dr. Chinta Mohan</i></b>	<b><i>Chairman</i></b>
		Sri Mekapati Rajamohan Reddy	Co-Chairman
	<b>Nizambad</b>	<b><i>Sri Madhugoud Yashki</i></b>	<b><i>Chairman</i></b>
		Sri Suresh Kumar Shetkar	Co-Chairman
	<b>Prakasam</b>	<b><i>Smt. Panabaka Lakshmi</i></b>	<b><i>Chairman</i></b>
		Sri Magunta Srinivasulu Reddy	Co-Chairman
	<b>Ranga Reddy</b>	<b><i>Sri Jaipal Sudini Reddy</i></b>	<b><i>Chairman</i></b>
		Sri Komatireddy Raj Gopal Reddy	Co-Chairman
		Sri Satyanarayana Servey	Co-Chairman
	<b>Srikakulam</b>	<b><i>Sri Kishore Chandra S. Deo</i></b>	<b><i>Chairman</i></b>
		Smt. Rani Killi Krupa	Co-Chairman
		Dr. (Smt.) Lakshmi Jhansi Botcha	Co-Chairman
	<b>Visakhapatnam</b>	<b><i>Smt. Daggubati Purandareswari</i></b>	<b><i>Chairman</i></b>
		Sri V. Kishore Chandra S.Deo	Co-Chairman
		Sri Sabbam Hari	Co-Chairman
	<b>Vizianagaram</b>	<b><i>Smt. Daggubati Purandareswari</i></b>	<b><i>Chairman</i></b>
		Dr. (Smt.) Lakshmi Jhansi Bocha	Co-Chairman
		Sri V. Kishore Chandra S. Deo	Co-Chairman
	<b>Warangal</b>	<b><i>Sri Rajaiah Sircilla</i></b>	<b><i>Chairman</i></b>
		Sri Komatireddy Raja Gopal Reddy	Co-Chairman
		Sri P. Balram	Co-Chairman
	<b>West Godavari</b>	<b><i>Sri Kavuri Samba Siva Rao</i></b>	<b><i>Chairman</i></b>
		Sri Kanumuru Bapiraju	Co-Chairman
		Sri Arun Kumar Vundavalli	Co-Chairman



**ANNEXURE-I**

**FORMAT FOR REPORTING TO DISTRICT LEVEL VIGILANCE & MONITORING COMMITTEE**

(This committee is responsible for monitoring and vigilance with reference to various Rural Development Programmes)

Name of the District:						
Name of the Chairman:						
Name of the Co-Chairman:						
Name of the Co-Chairman:						
Name & Designation of Member Secretary:						
Date of Meeting:						

Annexure – I(A)

Financial Progress of Rural Development programmes in the district during  
the  
year .....  
Upto Month  
.....

(Rs. in Lakh)

Sl. No	Program me	Op. Bal. as on 1/4/.....	Allocation		Releases		Total Availabl e Funds	Expe nditu re	% Expenditu re to Avail. Funds
			Centr al	State	Centr al	State			
1	NREGA		N/A	N/A					
2	IAY								
3	SGSY								
4	DRDA Admn.								
5	PMGSY		N/A	N/A					
6	IWMP		N/A	N/A					
7	NLRMP		N/A	N/A					
8	ARWSP								
9	TSC		N/A	N/A					
	Total								

**National Rural Employment Guarantee Act( NREGA)**  
**Upto Month**

***Year***

.....

**Total**



**Indira Awaas Yojana (IAY)**  
**Upto Month .....**

**Annexure – I (C)**  
**Year .....**

Sl. No.	Mandal Name	Number of houses			Number of houses	
		Sanctioned during the previous	Completed during the previous year	Under construction at the end of previous year	Sanctioned during this year	Completed during this year
<b>Total</b>						

Note: The V & MCs may be apprised of achievement of targets in respect of SC/ST and minorities also.

Swaranjayanti Gram Swarozgar Yojana (SGSY)

Year

.....

Upto Month .....

Breakup of Expenditure (Lakh)		(Rs. in				
Subsidy						
Revolving fund						
Infrastructure development						
Skill training						
Risk Fund						
Other Exp.						
<b>Credit : Subsidy</b>	<b>Credit</b>	<b>Subsidy</b>	<b>Total</b>			
Amount Disbursed to SHGs						
Amount Disbursed to Individual						
Swarozgaris						
<b>Physical Performance (Nos.)</b>		<b>(Nos.)</b>				
<b>SelfHelp Groups (SHGs)</b>	<b>Total since 1.4.99</b>		<b>During the current year up to the Month</b>			
No. of SHGs Formed						
No. of Defunct SHGs						
No. of SHGs Passed Grade – I						
No. of SHGs Passed Grade – II						
No. of SHGs Taken up Economic						
Activities						
No. of Women SHGs Formed						
No. of Women SHGs Taken up						
Economic Activities						
	<b>Total</b>	<b>SC</b>	<b>ST</b>	<b>Women</b>	<b>Minority</b>	<b>Disabled</b>
No. of Members of SHGs assisted for						
Economic Activities						
No. of Individual Swarozgaris assisted						
for Economic Activities						
No. of Members of SHGs Trained						
No. of Individual Swarozgaris Trained						

**Pradhan Mantri Gram Sadak Yojana  
(PMGSY)  
Upto Month .....**

**Annexure – I (E)  
Year**

.....

**(Rs. in crores Length  
in km)**

Sl. No.	Mandal Name	Sanctioned		Completed	
		No. of road works	Length of road works	No. of road works	Length of road works
<b>Total</b>					

**Annexure – I (F)**  
**Accelerated Rural Water Supply Programme (ARWSP)**

**Year**

.....

**Upto Month** .....

Sl. No.	Mandal Name	Number of habitations covered				No of schools covered back
		NC	PC	Quality Affected	Slipped	
<b>Total</b>						



**Annexure – I (G)**

**Total Sanitation Campaign (TSC)**  
**Upto Month .....**

**Year .....**

**(Nos.)**

Sl. No.	Mandal Name	Individual Household Latrine (IHHL) constructed		Toilets constructed for		Sanitary Complexes constructed	Rural Sanitation Mart	Production Centre	No. of GPs awarded NGP so far	No. of GPs applied for NGP this year
		APL	BPL	School	Angawadi					
<b>Total</b>										

**Annexure – I  
(H)**

**National Social Assistance Programme  
(NSAP)**

**Upto Month .....**

**Year .....**

Sl. No.	Mandal	Scheme	Existing beneficiaries	Applications received	Applications sanctioned	Applications pending	Cases where pension terminated	Records of beneficiaries placed on website	Beneficiaries whose pension is being disbursed through				
									Bank Account	Post Office Account	Cash	Money orders	Total
		IGNOAPS											
		IGNWPS											
		IGNDPS											
		IGNOAPS											
		IGNWPS											
		IGNDPS											
		IGNOAPS											
		IGNWPS											
		IGMDPS											
		IGNOAPS											
		IGNWPS											
Total		IGNDPS											

NFBS	No. of application received	No. of applications sanctioned	No. of cases where benefit disbursed

**Annexure – I (I)**  
**Year**

.....

**Staffing position of DRDA**  
**Upto Month .....**

Sl. No.	Name of the Post	Number of Posts			Vacant Since (Date)
		Sanctioned	Filled up	Vacant	
<b>Total</b>					

**Annexure – I (J)**

**Cumulative report on inspection of Rural Development programmes in the district for the year .....**

**Upto Month .....**

**(Numbers  
inspected)**

Sl. No.	Name & Designation of the officer	NREGA works		IAY houses	SGSY Beneficiaries/ SHGs	DRDA Admn	PMGSY Projects	IWMP Projects	ARWSP Schemes	TSC Facilities
		Mandal level	G.P. level							
1										
2										
3										
4										
5										
6										
7										
8										
9										

**Proforma-I**

**STATUS REPORT OF STATE LEVEL VIGILANCE & MONITORING  
COMMITTEE**

1. Name of the  
State/UT:
2. Details of Meetings Held during the  
quarter:

Meeting		Number of MPs/MLAs nominated as Members			Number of MPs/MLAs who participated in the Meeting		
Date	Chaired by	MPs (LS)	MP (RS)	MLAs	MPs (LS)	MP (RS)	MLAs

## Proforma-II

### STATUS REPORT OF STATE LEVEL VIGILANCE & MONITORING COMMITTEE

1. Name of the

State/UT:

2. Name of the

District:

3. Details of Meetings held during the

quarter:

Meeting		Number of MPs/MLAs/PRI Members nominated as Members				Number of MPs/MLAs/PRI Membes who participated in the Meeting			
Date	Chaired by	MPs (LS)	MP (RS)	MLAs	PRI Members	MPs (LS)	MP (RS)	MLAs	PRI Members